

**SHREWSBURY'S ELECTRIC LIGHT PLANT
&
SHREWSBURY'S COMMUNITY CABLEVISION**

COMMISSION MEETING

February 24, 2003 – 7:00 PM

MINUTES

**PRESENT: C. JEFFERSON, Jr., Chairman
J. TOMAIOLO
S. DAVIS**

**ABSENT: R. LUTZ
A. TRIPPI**

OTHERS

**PRESENT: T. JOSIE
J. TERRASI
F. PAIKA
W. CULLEN**

1. CATV License Renewal Hearing with Board of Selectmen

The Light Commission attended the CATV License Renewal public hearing with the Board of Selectmen, the Issuing Authority.

T. Josie highlighted various points, including changes, in the Franchise Agreement and answered questions from both the Selectmen and people in the audience.

2. Approve Bill Schedules

The bill schedules were reviewed and approved as presented.

3. Minutes – Light Commission Meeting – January 27, 2003

A motion:

To approve the minutes of the January 27, 2003 Light Commission meeting was made by S. Davis and seconded by J. Tomaiolo.

After no further discussion, the motion was voted unanimously.

4. Electric Distribution System Study

Due to Shrewsbury's electric load growth from 43MW in 1988 to 61.5MW in 2002, T. Josie recommended that SELP hire a consultant to conduct an electric distribution system study. It has been fifteen years since the last study was conducted and he feels that SELP is not operating with optimum flexibility.

The consultant would take a look at SELP's circuit loading to decide whether or not it's necessary to alter any of the configurations of circuits, put switches in different locations, whether or not any circuits may need large conductoring, and/or the need for additional circuits. The study will produce a written report with recommendations for likely physical construction.

The estimated cost of the engineering review is \$20,000 - \$30,000.

After further discussion, the Light Commission agreed that the project proceed according to the recommendations of the General Manager.

5. Reliability Statistics - 2002

The Annual Outage Statistics report has been prepared since 1997. The data is believed to be reliable. This year's report indicates that outage minutes per customer are down from last year. Recommendations included in the report address the replacement of Hendrix wire in the High, Spring, and Cross Streets areas and outages caused by squirrels.

After further discussion, the Light Commission accepted the Annual Outage Statistics report.

6. League of Women Voters (LWV) – Additional Banner

For safety and aesthetic reasons, both the Light Commission and the General Manager agreed that they did not want another banner installed across the center of Town.

T. Josie added that, in his opinion, this item is a policy issue.

Alternatives to installing another banner include the LWV could place messages on bills or bill inserts, LWV promote the use of Channels 15 and 26 for notification of upcoming elections, or the LWV make thirty second advertisements using the public access facilities. The ads would then be placed on SCC's public advertising channels.

After further discussion, the Commission agreed that the General Manager send a letter to the LWV stating that the Commission considered its request, concluded that another banner is not appropriate and suggests the above alternatives for reminding voters of upcoming elections and/or referendums.

7. SELP/SCC Annual Town Report 2002

The Commission reviewed the draft copy of SELP/SCC's Annual Town Report for 2002 page by page.

Corrections/additions include having the "common" parts of the report at the beginning of the report followed by the electric information that will then be followed by the cable information, and adding a section addressing customers' desire for more energy efficiency programs.

8. Operating Brief

- **New Billing System**

T. Josie commented that J. Terrasi's diligent effort and hard work has paid off with the combined bill being produced during the month of March.

The next Light Commission meeting is scheduled for Monday, March 17, 2003.

A motion,

To adjourn the meeting was made by S. Davis and seconded by J. Tomaiolo.

After no further discussion, the motion was voted unanimously.

Respectfully submitted,

June Tomaiolo, Acting-Clerk
Shrewsbury's Light Commission